

**MINUTES OF THE RIVER OAKS
PARK BOARD
REGULAR MEETING
MARCH 3, 2011**

MEMBERS PRESENT:

HUB MAKARWICH, CHAIRMAN
NORMA CUMBERLEDGE, VICE-CHAIRPERSON
MARICELA WELLS, PLACE 3
DAVID BALLARD, PLACE 4
JOHN CLARIDGE, PLACE 5
JIMMY WARRINER, ALTERNATE 1
STEVE WINTERS, ALTERNATE 2

STAFF PRESENT:

HERMAN EARWOOD, LIASON
MARVIN GREGORY, CITY ADMINISTRATOR

MEMBERS ABSENT:

NONE

VISITORS PRESENT:

JAMES MYRICK, RESIDENT
STEVE SANDERS, RESIDENT

1. CALL TO ORDER

With a quorum present, Chairman Makarwich called the meeting of the River Oaks Park Board to order at 6:37 p.m. on Thursday, March 3, 2011 at the River Oaks Community Center, 5300 Blackstone, River Oaks, Texas 76114.

2. MEMBER ROLL CALL

Roll call completed. All members present.

3. CONSIDER APPROVAL OF MINUTES

Motion made by Member Winters, seconded by member Ballard, to approve the minutes from the regular meeting on February 10. All voted "Aye".

4. DISCUSSION AND/OR ACTION REGARDING THE RECOMMENDATION TO COUNCIL REGARDING THE TEXAS TECH GRANT WRITER UPDATE AND SCHEDULE MEETING TO VISIT WITH LEE ATKINS – TEXAS TECH PHD GRANT WRITER CANDIDATE

Member Ballard has been in communication with Mr. Atkins. Mr. Atkins would like to know which phase of the construction plan and what amount we would be seeking. Member Ballard will put together a packet and submit it to Administrator Gregory to submit to the City Council for approval to use students from Texas Tech Technical Writing Department as grant writers. Member Wells motions, seconded by Member Ballard, to recommend students of the Texas Tech Technical Writing Department to write grants on behalf of the Park Board. All voted "Aye". Mr. Atkins will need to have the City approval prior to submitting any of the grant requests.

The park board discussed the next phase of the construction plan, which will be the focus for the Lowe's grant submission. It was discussed that the next phase would include the remainder of the retaining walls and concrete sidewalks, excavation related to the installation of the retaining walls and sidewalks, and plumbing. The city will assess the plumbing needs of the next phase.

The park board discussed scheduling a workshop with Mr. Atkins to determine the best approach to the next phase, tentatively scheduled during Spring Break.

5. DISCUSSION AND/OR ACTION REGARDING CHESAPEAKE GRANT FOR BMX TRAIL PROJECT:

- (i) BMX Trail Signage – The City Council approved a sign not to exceed \$2,500. The Park Board received more information about one vendor and the frame that would hold the sign. The sign designer has been notified that the frame would impede upon the current design, so the design is not final. The Park Board will wait for information about one other vendor before deciding from which to purchase the signage.
- (ii) Groundbreaking Ceremony – The Park Board discussed the order of events for the groundbreaking ceremony and which members would represent the City Council and Park Board. Chair Makarwich recommended Councilperson Steve Holland. All were in favor. Member Wells recommended Member Ballard from the Park Board. All were in favor.
- (iii) Invitations – The Park Board discussed the guest list for mailed invitations and emailed invitations. The invitation was presented to the Park Board for feedback. No feedback was provided. Member Wells was to distribute flyers and submit an advertising media request to the city.
- (iv) Quotes for trees, shrubs, and padding – Member Winters discovered a good alternative to the originally discussed red tip bushes, nelly R's. The Park Board discussed the plant design and the cost of the bushes and decided to have an expert recommend a design. The park board discussed painting the sign frame and posts a cream color and the ordering padding in a maroon color, both to match the colors of the sign. Chair Makarwich will seek out bids for the padding.

6. DISCUSSION AND/OR ACTION ON REQUEST BY STEVE SANDERS OF LYSA

Mr. Sanders gave the Park Board an update of LYSA's 2011 game schedule and presented the Park Board with a Baseball and Softball Field Agreement. He explained the organization's expenses and requested that the Park Board recommend to the City council to renew last year's agreement terms between River Oaks and LYSA to use McGee Park. Member Claridge made the motion, seconded by Vice-Chair Cumberledge, recommending approval of the Baseball and Softball Field Agreement as presented to the Park Board.

7. PUBLIC FORUM

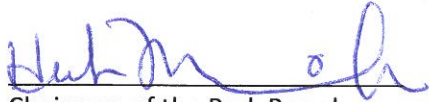
No items to discuss.

8. ADJOURNMENT

Member Warriner motioned, seconded by Member Claridge, to adjourn the meeting. Meeting was adjourned at 9:15.

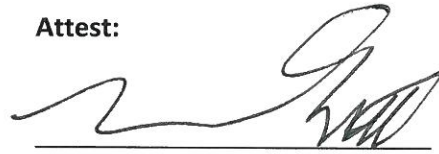
Approved this 7TH day of April 2011:

Attest:



Chairman of the Park Board

Attest:



City Secretary